



Arlington Contributory Retirement Board

Date: April 25, 2019

Time: 4:30 PM

Location: Senior Center Ground Floor Conference Room

Minutes

Board Members present: Chairperson Kenneth Hughes, Richard Keshian, Kenneth Steele, Ida Cody and Robert Jefferson

Chairperson Kenneth Hughes called the regular meeting to order at 4:30

Motion and vote to approve Expense Warrants #9-2019 and 10 -2019 and Payroll Warrant April 2019

After review and discussion, Mr. Keshian made a motion to approve the Expense Warrants # 9,10 and April 2019 Payroll Warrant for payment, seconded by Mr. Steele. The motion was approved by unanimous vote

Motion and vote to approve January and February 2019 Trial Balances

After review and discussion Mr. Steele made a motion to approve the January and February 2019 Trial Balances, seconded by Mr. Keshian. The motion was approved by unanimous vote.

Motion and vote to approve Minutes for March 28, 2019

After review and discussion Mr. Steele made a motion to approve the March 28, 2019 Minutes, seconded by Mr. Keshian. The motion was approved by unanimous vote.

Motion to approve new town members

After review and discussion Ms. Cody made a motion to approve the new town members listed below, seconded by Mr. Keshian. The motion was approved by unanimous vote

<u>Name</u>	<u>Date of Membership</u>	<u>Percentage</u>	<u>Position</u>
Julie Anderson	04-08-2019	9+2%	Treasurer Asst. Water Coll.
Austin Ball	04-16-2019	9+2%	Treasurer Asst. Collect
Mary Ellen DeNatie	04-01-2019	9+2%	DPW Principal Clerk
Stephanie Tournas	03-01-2019	9+2%	Children Librarian

Dana Whittie	04-16-2019	9+2%	COA Receptionist
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Motion to approve new school members

After review and discussion Mr. Steele made a motion to approve the new town members listed below, seconded by Ms. Cody. The motion was approved by unanimous vote

Name	Date of Membership	Percentage	Position
Shannon Claflin	03-25-2019	9+2%	Teacher Assistant
Lawrence Lockwood	03-01-2019	9+2%	Teacher Assistant

Motion to approve the retirement application for Jane

Torregrossa and Maureen Bittelari

After review and discussion Mr. Steele made a motion to approve the retirement application of Ms. Jane Torregrossa, and Maureen Bittelari, seconded by Ms Cody. The motion was approved by unanimous vote

Name	Creditable Service	Department/ Position	Retirement Option	Date
Jane Torregrossa	14Years 0 Months	School/Library Teacher Assistant	B	06-15-19
Maureen Bittelari	33 Years 5 Months	Housing/ Accts Receivables	B	06-21-19

Motion and vote on ADR medical panel for Brady Howard.

After review Mr. Keshian made a motion to approve Mr. Howard's Medical Panel based on the 3-0 medical panel decision that Mr. Howard is unable to perform his essential duties due to his work related injury, seconded by Ms Cody. The motion was approved by unanimous vote.

Motion and vote of a refund of accumulated deductions for Joseph Szafarowicz in the amount of \$21,330.68. Mr. Szafarowicz had 3 years and 9 months of creditable service working for the Town Highway Division as a Motor Equipment Operator 3.

After review and discussion Mr. Steele made a motion to approve the refund of accumulated deductions for Mr. Szafarowicz seconded by Mr. Keshian, The motion was approved by unanimous vote.

Motion and vote of a refund of accumulated deductions for Mark Murphy in the amount of \$ 47,772.35. Mr. Murphy had 9 years and 1 months of creditable service working for the Town as a Civil Engineer.

After review and discussion Mr. Steele made a motion to approve the refund of accumulated deductions for Mr. Murphy, seconded by Mr. Jefferson, The motion was approved by unanimous vote.

New Business

Motion and Vote on Calendar Year 2018 Annual Statement

After review and discussion, Mr. Keshian made a motion to approve the Calendar Year 2018 Annual Statement seconded by Mr. Jefferson, The motion was approved by unanimous vote.

Discussion on updates to the Retirement Office move.

After review and discussion Ms. Cody made a motion to accept the extension of the lease for 2 years and the Retirement Office move to Suite 202, seconded by Mr. Steele. The motion was approved by unanimous vote

Motion and Vote on Travel to MACRS

After discussion Mr. Steele made motion the travel of any board member or staff to MACRS in Hyannis MA., seconded by Ms Cody. The motion was approved by unanimous vote.

Adjourn

Mr. Steele made motion to adjourn the meeting at 5:45 PM, seconded by Mr. Keshian. The motion was approved by unanimous vote.

Respectfully submitted,

Richard S. Greco
Retirement Administrator

Kenneth Hughes, Elected, Chairman

Richard Keshian Appointed

Ken Steele, Board Appointed

Ida Cody Comptroller, Ex-Officio

Robert Jefferson, Elected